

# Agenda Report

February 14, 2022

**TO:** Honorable Mayor and City Council

**FROM:** Department of Public Works

**SUBJECT: AUTHORIZATION TO ENTER INTO A CONTRACT WITH CRAFTWATER ENGINEERING, INC. FOR PROFESSIONAL ENGINEERING AND DESIGN SERVICES FOR THE SAN RAFAEL TREATMENT WETLANDS AND STORM WATER CAPTURE PROJECT FOR AN AMOUNT NOT-TO-EXCEED \$1,051,200**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the action proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) Guidelines in accordance with Title 14, Chapter 3, Article 5, Section 15061(b)(3), the General Rule that CEQA applies only to activities which have the potential for causing a significant effect on the environment; and
2. Authorize the City Manager to enter into a contract, as the result of a competitive selection process specified by Section 4.08.047 of the Pasadena Municipal Code, with Craftwater Engineering, Inc. for professional engineering and design services for the San Rafael Treatment Wetlands and Storm Water Capture Project in an amount not-to-exceed \$1,051,200. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services).

## **BACKGROUND:**

The National Pollutant Discharge Elimination System (NPDES) permit issued by the California Regional Water Quality Control Board (RWQCB) requires the City to take the steps necessary to reduce or eliminate pollution in stormwater runoff. The City is part of a group of 18 agencies who participate in the Upper Los Angeles River (ULAR) Enhanced Watershed Management Program, which addresses NPDES compliance issues as a watershed region rather than as independent municipalities.

Stormwater in the Arroyo Seco/Upper Los Angeles River regularly exceeds the Total Maximum Daily Load for bacteria and other pollutants set by the RWQCB. In order to achieve compliance for regulated pollutants, the ULAR Watershed agencies adopted a Load Reduction Strategy (LRS), which is a roadmap to compliance for the region as a whole. The LRS identified the San Rafael Creek outfall at its confluence with the Arroyo Seco channel as a significant source of bacteria from dry weather flows, and requires this discharge be diverted from the Arroyo Seco or otherwise eliminated. The NPDES permit deadline for bacteria load reduction compliance is September 2023 for all permittees.

Funding for this project has come primarily from two sources. In November 2018, the voters passed the State of California Parks and Water Bond Act (Proposition 68) for the development and enhancement of state and local parks and recreational facilities. A total of \$3.5 million in Proposition 68 funds was set aside for a joint project between the cities of Pasadena and South Pasadena for use in the Arroyo Seco. Subsequently, the cities jointly developed a project scope which was then submitted to the California Department of Parks and Recreation. This project was also submitted to the Los Angeles County Measure W - Safe Clean Water Grants Program for funding. In September 2021, the project was awarded \$4,771,357 towards construction phase of the project.

The cities of Pasadena and South Pasadena have agreed to a mutually-beneficial project that will construct man-made treatment wetlands at two locations adjacent to the Arroyo Seco channel. Dry weather flows and portions of storm flows will be diverted from both San Rafael Creek and the Arroyo Seco for active and passive treatment in the wetlands, thereby meeting the NPDES permit requirements. Ultimately the treated water will be stored and reused as irrigation in South Pasadena's Arroyo Park and Arroyo Seco Golf Course. In addition, the project will provide opportunities for new habitat, environmental education, and improved public access at both locations.

The City entered into a Memorandum of Understanding (MOU) with the City of South Pasadena which was approved by City Council on October 5, 2020. Under the terms of the MOU, the City will serve as the lead agency for the project. As such, City staff will coordinate with the granting agencies and manage the design and construction of the project.

A feasibility study was performed and a conceptual design developed providing the basic design components. The concept plan (Attachment A) proposes the basic design framework and will be vetted through a public outreach process with all project stakeholders and design developed in accordance to feedback received. The scope of services under this contract consists of: 1) Public engagement and scoping meetings to reintroduce the public to the project and receive feedback; 2) Preliminary engineering and design; and, 3) Development of the final construction contract documents and construction support.

The Department of Public Works issued a Request for Proposals (RFP) on November 11, 2021 to solicit for professional engineering and design services. The City received two proposals on December 13, 2021 in response to the RFP as shown below:

Firm	City	Average Score
Craftwater Engineering, Inc.	Pasadena, CA	96.0
Tetra Tech	Pasadena, CA	89.7

The proposals were evaluated, scored, and ranked based on the evaluation procedures and criteria set forth in the RFP. Attachment B contains a summary of the evaluation scoring.

Based on the evaluation of the proposals, staff is recommending this contract be awarded to Craftwater Engineering, Inc. Craftwater Engineering, Inc. operates an office in Pasadena and is headquartered in San Diego, California. This firm's project staff has over 27 years of professional experience providing services in stormwater capture design, watershed planning and infrastructure performance monitoring and reporting for numerous public agencies.

Based on qualifications and scoring, it is recommended the City enter into a contract with Craftwater Engineering, Inc. for an amount not-to-exceed \$1,051,200. A 15 percent contingency is recommended to address any additional services that may be required.

The proposed contract is structured as follows:

Professional Engineering and Design Services	\$ 914,078
Contingency Allowance	<u>\$ 137,122</u>
Contract Amount	\$ 1,051,200

#### **COUNCIL POLICY CONSIDERATION:**

This project is consistent with the City Council's strategic goals to improve, maintain, and enhance public facilities and infrastructure, and support and promote the quality of life.

#### **ENVIRONMENTAL ANALYSIS:**

This action is categorically exempt under the California Environmental Quality Act (CEQA) in accordance with California Administrative Code Title 14, Chapter 3, Article 5, Section 15061(b)(3), the General Rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The activity is not subject to CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

On August 16, 2021, the City Council approved a contract with Psomas for the preparation of the project's environmental document; these efforts are currently under way.

**FISCAL IMPACT:**

The total amount of this contract is \$1,051,200 and the total cost, including staff time and administration of the contract is not expected to exceed \$1,201,200. Funding for this action will be addressed by the utilization of the existing budgeted appropriations in the *San Rafael Treatment Wetlands and Storm Water Capture (76291)* CIP project.

The following table represents a project summary.

Base Amount	\$	914,078
Contingency Allowance	\$	137,122
Contract Administration	\$	150,000
<b>Total Fiscal Impact</b>	<b>\$</b>	<b>1,201,200</b>

Respectfully submitted,



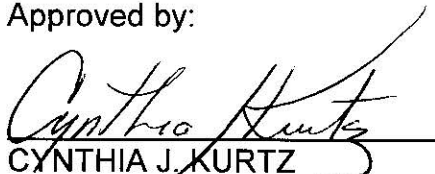
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Prepared by:



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Approved by:



CYNTHIA J. KURTZ  
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Attachments:

- Attachment A - Project Concept Plan
- Attachment B - Consultant Evaluation Score Sheet